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INTERGOVERNMENTAL NEGOTIATING COMMITTEE FOR AN  
INTERNATIONAL LEGALLY BINDING INSTRUMENT  
FOR IMPLEMENTING INTERNATIONAL ACTION ON  
CERTAIN PERSISTENT ORGANIC POLLUTANTS

Fifth session

Johannesburg, 4-9 December 2000

Item 2(c) of the provisional agenda\*

ORGANIZATIONAL MATTERS: REPORT BY THE SECRETARIAT ON  
INTER-SESSIONAL WORK REQUESTED BY THE COMMITTEE

Costing of a capacity assistance network described in  
article J bis of the draft convention text

Note by the secretariat

At its fourth session, the Intergovernmental Negotiating Committee requested that the secretariat undertake inter-sessional work on the costing of a capacity assistance network described in article J bis of the draft negotiating text set out under annex II to UNEP/POP/INC.4/5, for consideration at the fifth session of the Committee (document UNEP/POPS/INC.4/5, para. 85). In response to this request, the secretariat has prepared the report that has been annexed to the present note. The report has not been formally edited.

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\* UNEP/POPS/INC.5/1.

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Annex

**COSTING OF A POSSIBLE CAPACITY ASSISTANCE NETWORK  
IN SUPPORT OF THE FUTURE GLOBAL CONVENTION  
ON PERSISTENT ORGANIC POLLUTANTS**

**BACKGROUND**

1. At the fourth session of the Intergovernmental Negotiating Committee for an International Legally Binding Instrument for Implementing International Action on Certain Persistent Organic Pollutants, the Implementation Aspects Group (IAG) had before it, inter alia, a document prepared by the secretariat pertaining to clearing-house mechanisms for technical assistance and capacity building networks for chemicals management (UNEP/POPS/INC.4/INF/4) as well as written proposals submitted by several delegations concerning articles J and K of the draft convention text. The IAG put forward draft texts for articles J and K for consideration by plenary that included nearly identical proposals regarding the creation of a capacity assistance network (CAN) in support of implementation of the future convention (document UNEP/POPS/INC.4/5, paras. 72, 75 and 80).

2. At the session, the Committee took note of the proposals referred to in paragraph 1, above. Although there had been no opportunity to discuss them, it was agreed that the text relating to a CAN was complex and interesting with cross-cutting issues that would be influenced by discussions on, inter alia, articles J and K. On that basis, the Committee agreed to separate the proposal included in article J into a new draft article, J bis, and to revisit the proposal at its next session. The Committee requested that the secretariat undertake inter-sessional work on the costing of a capacity assistance network described in article J bis of the draft negotiating text (document UNEP/POPS/INC.4/5, paras. 82 and 85). The draft text of article J bis is set out under annex II to UNEP/POP/INC.4/5 for consideration at the fifth session of the Committee and included in appendix A to the present report for ease of reference.

3. Also at its fourth session, the Committee agreed that its Chair, Mr. John Buccini (Canada), should convene a small group composed of single representatives from 19 countries to further discussions on financial resources and mechanisms. The Chair suggested that this group produce a document that would, inter alia, facilitate discussion on article J bis for representatives attending the fifth session of the INC (document UNEP/POPS/INC.4/5, para. 94). The group met from 19 to 21 June 2000 in Vevey, Switzerland and the Chair's report of the meeting is included in document UNEP/POPS/INC.5/4. The group generally accepted that the capacity assistance network concept was a desirable complementary measure for both the technical assistance provisions of article J and for the financial mechanism that will ultimately be agreed to under article K. However, the group agreed that the ultimate resolution of the CAN issues (range of functions, location, etc.) must await decisions on the major elements of the mechanism.

4. The Vevey group generally accepted such a capacity assistance function should: be more than just a directory or data base of possible funding sources; include national, bilateral, regional and multilateral sources of funds; address access to both new and existing funding sources; include assistance in the actual development and preparation of proposals; and have a body responsible for implementing the function which would assume the role of "advocate" for a proposal, assisting the Party by following each case until a decision on the funding is made. The group agreed that the capacity assistance network should be considered by the INC at its fifth session to determine: if it should be included in the POPs convention; in which institution it should be placed; where it should be placed in the POPs convention; whether the Conference of the Parties or a subsidiary body should provide management or guidance; and what role (if any) the Convention secretariat should play in implementation.

5. In response to the request in paragraph 2, above, the secretariat has prepared the present report that examines the major activities of a CAN according to draft article J bis and the costs associated with fulfilling them.

## **MAJOR ACTIVITIES**

6. Draft article J bis outlines the major activities to be performed by a CAN, which are as follows:

- (a) Identify and maintain an inventory of relevant sources of technical assistance;
- (b) Collect and maintain an inventory of requests for technical assistance relating to implementation of the future POPs convention;
- (c) Assist parties in identifying potential sources of technical assistance and in meeting the application requirements to request such assistance;
- (d) Maintain information on individuals or organizations with expertise in the management of persistent organic pollutants and their alternatives;
- (e) Facilitate the involvement of private sector and nongovernmental organizations in providing technical assistance relating to the implementation of the future POPs convention; and
- (f) Identify requests for technical assistance that are not being met and communicate this information to the Conference of the Parties.

The level of effort to be devoted to each activity area above can vary from basic functioning to a more proactive approach.

## **COSTS**

7. Appendix B includes cost estimates for the establishment and operation of a CAN by a major activity at two levels of effort: basic and proactive. The basic level of effort would involve a core staff and small office with adequate computer and telecommunications capacity. It could meet the requirements of paragraph 6, above, but in a less active manner limited by the resources available. The proactive level of effort would be more responsive to and enabling of both donors and recipients needs. It would involve interactive networking, computer and telecommunications capabilities, and sufficient staff to provide advisory assistance to requests for assistance and maintain relationships with donors. The proactive CAN would also provide training and expert advice, locate necessary expertise, identify potential donors for requests and assist countries in the preparation of assistance requests. Appendix B costs are also divided into start-up costs, which are the initial costs of establishing the CAN, and annual costs, which are the year-to-year costs of operating the network. These cost estimates are summarized as follows:

Level of Effort	Cost category	Start up cost (US\$)	Annual costs (US\$)
<b>Basic</b>	a- Inventory existing assistance sources	55,759	137,130
	b- Inventory assistance requests	46,016	210,956
	c- Assist in seeking funding for requests	92,140	353,721
	d- Network POPs expertise	58,948	145,882
	e- Facilitate public sector and NGOs involvement	53,930	231,319
	f- Identify unmet needs & communicate to COP	38,457	176,861
	<b>TOTAL</b>	<b>345,250</b>	<b>1,255,869</b>
<b>Proactive</b>	a- Inventory existing assistance sources	82,111	236,933
	b- Inventory assistance requests	67,971	302,485
	c- Assist in seeking funding for requests	141,929	421,342
	d- Network POPs expertise	84,514	250,040
	e- Facilitate public sector and NGOs involvement	85,949	428,334
	f- Identify unmet needs & communicate to COP	64,456	473,295
	<b>TOTAL</b>	<b>527,000</b>	<b>2,112,429</b>

8. These cost estimates were developed based on experiences of existing clearing-house mechanisms that may share some characteristics of a future CAN. These include the Clearing-House Mechanism under the Convention on Biological Diversity, the UNEP OzonAction Programme, and the Global Mechanism under the United Nations Convention to Combat Desertification. The information available from these clearing-house mechanisms often was not specified in terms of costs by major areas of activities along the lines of draft article J bis. Thus the task of assigning costs to each of the major cost areas listed in paragraph 6, above, proved difficult.

9. In developing these cost estimates in appendix B, Geneva was used as the location on which to base the calculations. As draft article J bis indicates that the convention secretariat will perform the function of the CAN and since the location of the convention secretariat will not be determined until the first Conference of the Parties, the location of the CAN is also not yet determined. These cost estimates may vary depending on where the possible CAN would eventually be located.

10. A breakdown of estimated costs of a CAN by major types of costs, e.g., human resources, material and equipment, etc., are summarized as follows:

Level of Effort	Cost category	Start up cost (US\$)	Annual costs (US\$)
<b>Basic</b>	1- Human resources	35,000	803,000
	2- Material and equipment	177,750	189,324
	3- Travel	127,500	137,625
	4- Operation	0	90,000
	5- Other	5,000	35,000
	<b>TOTAL</b>	<b>345,250</b>	<b>1,255,869</b>
<b>Proactive</b>	1- Human resources	45,000	1,341,130
	2- Material and equipment	243,750	231,824
	3- Travel	233,250	354,475
	4- Operation	0	140,000
	5- Other	5,000	45,000
	<b>TOTAL</b>	<b>527,000</b>	<b>2,112,429</b>

## Appendix A

### J bis.

[ In order to increase the effectiveness and efficiency of the efforts of Parties to provide technical assistance pursuant to paragraph 2, the Secretariat shall, under the overall supervision of the Conference of the Parties, perform a capacity assistance network function that shall:

- (a) Identify and maintain an inventory of sources of technical assistance that may be made available for activities relevant to the implementation of the Convention, including private sector technical assistance sources and mechanisms and those of non-governmental organizations, as well as national, bilateral and multilateral sources;
- (b) Maintain an inventory of requests made by developing country Parties and Parties with economies in transition for technical assistance for activities relevant to the implementation of the provisions of the Convention, including capacity-building where related to implementation;
- (c) Assist Parties to identify and give advice on the requirements for accessing specific sources of technical assistance and foster linkages between the sources identified in paragraph (a) and the requests for assistance identified under paragraph (b);
- (d) Maintain information on persons, agencies and organizations expert in the management of chemicals that are persistent organic pollutants and their alternatives;
- (e) Facilitate the involvement of the private sector and other non-governmental organizations in providing technical assistance related to the implementation of the Convention; and
- (f) Identify and draw to the attention of the Conference of the Parties, requests for assistance under paragraph (b) of which the capacity assistance network is aware that are not being met.]

Appendix B

Potential activities and relative costs for the basic and proactive models as related to the proposed J bis major work areas

Major Activity Area	BASIC SCENARIO				PROACTIVE SCENARIO				
	Activities	Cost categories	Start up costs (\$)	Annual costs (\$)	Activities	Cost categories	Start up costs (\$)	Annual costs (\$)	
<b>a. Identify and maintain an inventory of relevant sources of technical assistance</b>									
Identify and maintain an inventory of sources of technical assistance that may be made available for activities relevant to the implementation of the Convention, including private sector technical assistance sources and mechanisms and those of non-governmental organizations, as well as national, bilateral and multilateral sources	Design and development of a passive (read only) data base with: ▪ Existing sources/links with technical assistance resources and mechanisms ▪ Periodic updating of the CD ROM data base	Human Resources	6 590	80 332	Design and development of a pro-active database with: S Frequently updated research on technical assistance resources and mechanisms using internet capability S Frequent maintenance and updating of the Database through the use of surveys and questionnaires	Human Resources	8 260	151 613	
		Material and Equipment	45 148	34 836		Material and Equipment	61 425	44 974	
		Travel Cost	3 187	4 129		Travel Cost	11 662	14 179	
		Operation Costs	0	12 000		Operation Costs	0	18 667	
		Other Costs	834	5 833		Other Costs	834	7 500	
<b>Subtotal 1:</b>			<b>55 759</b>	<b>137 130</b>	<b>Subtotal 1:</b>			<b>82 181</b>	<b>236 933</b>
<b>b. Collect and maintain an inventory requests for technical assistance relating to implementation of the future POPs convention</b>									
Maintain an inventory of requests made by developing countries Parties and Parties with economies in transition for technical assistance for activities relevant to the implementation of the provisions of the convention, including capacity-building where related to implementation	Design and development of a technical assistance requests database with: ▪ Existing research on capacity-building mechanism ▪ Basic maintenance of the Database	Human Resources	6 090	160 784	Design and development of an interactive technical assistance requests data base with: S Frequently updated and interactive inventory of capacity building mechanisms S Ongoing research on requested resources and networking mechanisms S Updating with appropriate technology and frequent maintenance of the data base	Human Resources	7 700	228 226	
		Material and Equipment	35 905	28 210		Material and Equipment	47 775	30 369	
		Travel Cost	3 187	4 129		Travel Cost	11 662	17 724	
		Operation Costs	0	12 000		Operation Costs	0	18 666	
		Other Costs	834	5 833		Other Costs	834	7 500	
<b>Subtotal 2:</b>			<b>46 016</b>	<b>210 956</b>	<b>Subtotal 2:</b>			<b>67 971</b>	<b>302 485</b>

<b>c. Assist Parties in identifying potential sources of technical assistance and in meeting the application requirements to request such assistance</b>									
Assist Parties to identify and give advice on the requirements for accessing specific sources of technical assistance and foster linkages between the various partners (NGOs, private sector, national, bilateral and multilateral) and associated requests for assistance	S Ongoing assistance with accessing existing sources of technical assistance	<b>Human Resources</b>	5 800	201 104	S Interactive expert assistance in accessing technical assistance information and resources	<b>Human Resources</b>	7 510	271 453	
		<b>Material and Equipment</b>	21 757	32 942		<b>Material and Equipment</b>	30 956	42 192	
	S Fostering of linkages through simple newsletters and other networking communication media	<b>Travel Cost</b>	63 750	101 842	S Fostering of linkages through active networking for a and convening of workshops and training initiatives	<b>Travel Cost</b>	102 630	81 530	
		<b>Operation Costs</b>	0	12 000		<b>Operation Costs</b>	0	18 667	
		<b>Other Costs</b>	833	5 833		<b>Other Costs</b>	833	7 500	
<b>Subtotal 3:</b>			<b>92 140</b>	<b>353 721</b>	<b>Subtotal 3:</b>			<b>141 929</b>	<b>421 342</b>
<b>d. Maintain information on individuals or organizations with expertise in the management of persistent organic pollutants and their alternatives</b>									
Maintain information on persons, agencies and organizations expert in the management of POPs chemicals and their alternatives	Design and development of a passive technical assistance data base roster with:	<b>Human Resources</b>	6 590	80 332	Design and development of an interactive technical assistance data base roster with:	<b>Human Resources</b>	8 260	151 612	
		<b>Material and Equipment</b>	45 149	34 836		<b>Material and Equipment</b>	61 425	45 205	
	S Periodically updated inventory of key players involved in the POPs issue	<b>Travel Cost</b>	6 376	6 881	S Frequently updated and interactive inventory of key players involved in the POPs issue	<b>Travel Cost</b>	13 996	17 723	
		<b>Operation Costs</b>	0	18 000		<b>Operation Costs</b>	0	28 000	
		<b>Other Costs</b>	833	5 833		<b>Other Costs</b>	833	7 500	
S Ongoing low-tech communication with key players and their related technical expertise and/or services offered	S Ongoing interactive communication and research on key players and their related technical expertise and/or services offered								
<b>Subtotal 4:</b>			<b>58 948</b>	<b>145 882</b>	<b>Subtotal 4:</b>			<b>84 514</b>	<b>250 040</b>

<b>e. Facilitate the involvement of private sector and non-governmental organizations in providing technical assistance</b>								
Facilitate the involvement of the private sector and NGOs in providing technical assistance related to the implementation of the Convention	Activities that promote a more low-cost local involvement of the private sector and NGOs in providing a range of technical assistance S Fostering the involvement of the private sectors and NGOs through newsletters and low-tech communication and promotional media	<b>Human Resources</b>	5 840	160 780	Activities that promote an active and full involvement of the private sector and NGOs in providing a full range of technical assistance S Fostering the involvement of the private sectors and NGOs through a variety of electronic communication and promotional media communication media networking, including a newsletter and information surveys S The convening of a GLOBE type trade fair/networking conference that actively promotes private sector/NGO involvement in the global POPs issue	<b>Human Resources</b>	7 510	269 113
		<b>Material and Equipment</b>	21 757	32 942		<b>Material and Equipment</b>	30 956	42 192
		<b>Travel Cost</b>	25 500	13 763		<b>Travel Cost</b>	46 650	81 529
		<b>Operation Costs</b>	0	18 000		<b>Operation Costs</b>	0	28 000
		<b>Other Costs</b>	833	5 834		<b>Other Costs</b>	833	7 500
		<b>Subtotal 5:</b>		<b>53 930</b>		<b>231 319</b>	<b>Subtotal 5:</b>	



f. Identify requests for technical assistance that are not being met and communicate this information to the Conference of the Parties								
Identify and draw to the attention of the Conference of the Parties, requests for assistance of which the capacity assistance network is aware that are not being met, and existing multilateral funding and technical sources, categories of requests for assistance that are not being or cannot be met	Activities that identify outstanding requests for general technical assistance that have not been met (particularly for developing countries) S Fostering the involvement of key players in identifying general areas where technical assistance requirements are not being met (through newsletters and low-tech communication and promotional media) S The promotion of low-cost networking and awareness-raising activities on the local scale that serve to identify and promote the involvement of the Parties of the Convention for meeting unmet mainly local and some global POPs technical assistance needs	<b>Human Resources</b>	4 090	120 588	Activities that identify outstanding requests for general technical assistance that have not and are currently not being met (for all Parties of the Convention) S Fostering the involvement of all existing and potential players in identifying specific areas where technical assistance requirements are not being met S The convening of workshop forums to present research findings of gaps in the CAN in order to promote action plans and commitments by all Parties of the Convention for meeting unmet local and global POPs technical assistance needs S Providing assistance with the development of project proposals S Providing development, management and a brokerage function for pilot projects in key areas where demonstration projects may yield further buy-in by POP signatories through the use of surveys and questionnaires	<b>Human Resources</b>	5 760	269 113
		<b>Material and Equipment</b>	8 034	25 558		<b>Material and Equipment</b>	11 213	26 892
		<b>Travel Cost</b>	25 500	6 881		<b>Travel Cost</b>	46 650	141 790
		<b>Operation Costs</b>	0	18 000		<b>Operation Costs</b>	0	28 000
		<b>Other Costs</b>	833	5 834		<b>Other Costs</b>	833	7 500
<b>Subtotal 6:</b>		<b>38 457</b>	<b>176 861</b>	<b>Subtotal 6:</b>		<b>64 456</b>	<b>473 295</b>	
<b>GRAND TOTAL:</b>		<b>345 250</b>	<b>1 255 869</b>	<b>GRAND TOTAL</b>		<b>527 000</b>	<b>2 112 429</b>	

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